

## STUDY COMMISSION

11/18/04

Members Present:

Tony Bonney, Ristene Hall, Wayne Harper, David Palmer, Meg Sharp, Cindi Shaw, Richard Tretheway, Bob Worley.

Member not Present: Shag Miller

Others Present:

Bob McCarthy, Dinah McLeod, Rick Foote, Dan Dennehy and Jim Michelotti

### **Item #1 - Organization of Butte-Silver Bow Local Government Study Commission:**

Bob McCarthy advised Committee members that last week you elected a temporary chairman and I think it's time now to decide to elect a permanent chair. You may also want to elect a vice-chair. There is no requirement that you do that, but the advantage of having a vice-chair in the event that the chair is unable to attend, you have a person. It is unlikely that both the chair and the vice-chair wouldn't be here. It is also unlikely that one person, the chair could come to every single meeting.

Do you come to every single meeting?

No, I never have.

Bob McCarthy:

So even though there is no requirement, I would suggest that you elect both a chair and a vice-chair.

A verbal vote was taken to elect Bob Worley as Chairman of the Study Commission by acclamation. This was passed by a verbal vote of 9 yeas, 0 nays.

Bob McCarthy stated that my suggestion, even though there is no requirement, is that you elect a vice-chair because it is most likely that the

vice-chair will chair at least some of the meetings. It is almost certain. Dave Palmer was elected to be vice-chair by a verbal vote of 9 yeas and 0 nays.

Bob McCarthy:

One of the things you need to decide to do is what kind of rules of procedure you are going to follow. There will be some questions that come up. You need to have parliamentary rules. The Council of Commissioners and I think all of the bodies of the local government have adopted Mason's Manual Legislation procedure. The reason they have adopted Mason's is that you don't have to be a parliamentarian to understand Mason's. To understand Robert's you have got to be a parliamentarian. Robert's is complicated and there are very few people who understand Robert's Rules of Order and I am not one of them. I don't pretend to be a parliamentarian. But you don't have to be a parliamentarian to understand Mason's. You have to get a copy, the books are about \$50 apiece. We will probably have to buy one. The Commissioners all have one, there is one on file in the Clerk & Recorder's Office, so for the next meeting we probably can borrow one, but we probably should buy one. Mason was a parliamentarian in California Assembly and he wrote this volume about parliamentary rules that anyone can understand and it based upon Robert's and some other rules. It is based upon rules and procedures in Congress. They have citations in there to court cases, index and it is a book that anyone can understand. It is really a great thing. I would suggest that adopt the rules of procedures and I would recommend that you.

I move that we adopt Mason's Rules of Order.

Bob Worley:

There is a motion on the floor that we adopt Mason's procedure parliamentary rules for our meetings. Is there a second?

It was seconded.

Bob Worley:

Is there anything on the question?

There is a motion on the floor and it was seconded that Mason's Manual Parliamentary Rules be used for guidance in our meetings. Are there any more questions?

Motion was made to close discussion. The motion was seconded.

The motion was passed by a unanimous verbal vote of 9 yeas and 0 nays.

**- Discussion of Training Session at the Local government Center at MSU in Bozeman, Mt on December 16 & 17, 2004:**

Bob Worley:

The second item I think will come from Mr. McCarthy and that is a training session from the local government center in Bozeman, Montana. It looks like the dates are on December 16 & 17, 2004. Bob do you have anything further on that?

Bob McCarthy:

As soon as they get your names they will send you the information. It starts at noon on the 16<sup>th</sup> and ends at 11 on the 17<sup>th</sup>. It is a great thing. In a very short amount of time you will learn a lot about how to conduct a meeting, a lot about how to handle yourself as members of an official body because you are an official body. I think it is a great thing if you would all try to go. Arrangements should be made right away for rooms for everybody and you will be entitled to per diem. I would recommend that you all go.

Bob Worley:

Are all of our applications back? Everybody should get back to Dinah by the 28<sup>th</sup>, which is a Monday then everybody should be okay. Then we should know who is going. Will we need a check for \$100 each?

Bob Worley:

Does anyone have a preference as to time or day to set for regular meetings. How about setting up a meeting to review of the Charter and also get some organizational charts so we know how things flow through government. I have read the Charter and it is pretty vague. It is very important that everyone have a copy of the Charter and know what it is. Is December 9<sup>th</sup> (Thursday) at 5:30 PM okay with everyone? I feel we should try to limit these meetings to a maximum of two hours. As we call office holders into

our meetings or anyone else interested in making a presentation, I think we should limit their presentations to approximately 20 minutes. There will be exceptions to this such as the Police or Fire Departments, but generally I would like to see a 20 minute rule.

**Item No. 3 – Presentation by Jim Michelotti and Dan Dennehy of 1984-86 and 1994-96 BSB Local Government Study Commission:**

Bob Worley stated that he would like to follow an agenda and depend upon Dan and Jim for advice and to help us set up some kind of organized agenda.

Dan Dennehy and Jim Michelotti then each talked to the Committee about their experiences on the Study Commission in 1986 and 1996. Minutes from the previous Study Commissions are in the Archives.

Respectfully submitted,

Linda Raiha  
Secretary